



The City of
Middletown
STATE OF CONNECTICUT

533 Main Street
Middletown, CT 06457
7:00am – 3:30pm, Mon-Fri
Information Center: 860-343-8007

Alarm Ordinance

As of January 1, 2007 the City of Middletown Alarm Ordinance § 161-29 will be in effect.

A key element of the alarm ordinance is the requirement that all alarm users have an alarm permit. The alarm permit is an integral part of the ordinance because it requires alarm users to provide the Alarms Division that serves the Police and Fire Department with the names, addresses and phone numbers of three persons who can respond to the premises of the activated alarm within 30 minutes if the need arises.

Every residence or business operating an alarm system in Middletown must obtain a permit from the City of Middletown Alarms Division. The annual permit cost is \$25. The revenue generated from these permits will be used to defray the costs of administering the ordinance. Any alarm system Police or Fire respond to that is not permitted will be charged a \$100 penalty assessment.

To apply for an alarm permit: You can apply by mail or bring the completed application to the Middletown Fire Department located at 533 Main Street. You may also pickup a blank application at any Fire Department, Police (222 Main Street) or City Hall (245 DeKoven Drive) located in Middletown during normal business hours. If you choose to apply in person, you should be prepared to post the fee and provide all required information. If you mail your completed application, please include a stamped-self addressed envelope so that we can mail your receipt and Alarm Permit sticker to you.

To register an alarm, alarm user must complete an Alarm Registration form for each site to be registered and mail it, along with a check for \$25.00 for each alarm site to be registered to the Middletown Alarm Division, 533 Main Street, Middletown CT 06457

§ 161-29. Registration and permit required. [Amended 7-3-2006 by Ord. No. 16-06]

- A No person shall place any alarm system in service, or cause any such system to be placed in service, after installation in any dwelling, business or place within the City of Middletown until such time as said alarm system has been registered with the Middletown Fire Alarms Division and a permit for said system is issued. Any alarm system in service on the effective date hereof shall be registered with the Middletown Fire Alarms Division and a permit for said system issued. Any alarm system in service on the effective date hereof shall be registered with the Middletown Fire Alarms Division within 60 days of said effective date. The effective date shall be January 1, 2007. The annual registration fee is \$25.
- B Alarm system permits may be obtained by completion of a registration form provided by the Middletown Fire Alarms Division. Permits shall expire on January 31 of every year unless renewed. It shall be the responsibility of each permit holder to notify the Middletown Fire Alarms Division in writing within 10 days of any change in registration information. Failure to renew the permit shall subject the permit holder to a fine of \$100. Failure to notify the Middletown Fire Alarms Division of change of registration information within 10 days shall subject the permit holder to a fine of \$50.
- C In addition to any other information requested on the registration form, the registrant shall submit the names, addresses and telephone numbers of at least two persons who shall have access to said building and alarm system and the knowledge and ability to make and the responsibility for making said alarm secure in case of activation and the name, address, and telephone number of the person responsible for servicing the alarm system and sprinkler system, if applicable. All service to systems tied to the municipal system shall be supervised by the Superintendent of Alarms or his designee. The Middletown Fire Alarms Division having jurisdiction will notify the insurance carrier(s) and/or agents of the permit holder of the alarm problem.

§ 161-23. General requirements.

All fire **alarm** boxes shall conform to the following:

- A. All boxes shall be radio-type boxes which shall be compatible with the existing emergency radio **alarm** system maintained by the City so that the box will function effectively as a part of the system.
- B. Boxes shall be securely mounted on pedestals or structures in a manner approved by the Superintendent of Alarms. No fire **alarm** box shall be installed until the location and manner of mounting have been approved by the Superintendent of Alarms.
- C. All fire **alarm** boxes shall be of conventional shape and shall have instructions for use plainly marked on the outer door.
- D. The operating device for the box shall be readily available and of such a design and so located as to make the method of its use apparent. The subdivider or developer shall provide sufficient copies of instructions to be distributed and shall distribute the same to persons initially purchasing property in the subdivision or occupying any dwelling unit.
- E. Box cases and parts at any time accessible to users, including antenna supports for radio-type boxes, shall be of insulated materials or permanently and effectively grounded.
- F. All boxes shall be of a color approved by the Superintendent of Alarms.
- G. Where more than one building is connected to a single **alarm** box, indicating lights of a type approved by the Superintendent of Alarms shall be installed.
- H. Any and all burglar/security and fire **alarm** systems installed within any structure in the City shall be provided with two copies of "as-built" drawings of the **alarm** system in order to facilitate a timely response to the **alarm** location within the structure. These drawings shall be provided by the structure owner and/or the **alarm** system installer at his/her expense. One copy of the plan shall be filed with the Superintendent of Alarms. The second copy shall be located within the **alarm** system control panel or in a secure location not more than 48 inches from the **alarm** system control panel, to which first responders and the Superintendent of Alarms shall be provided access. Each device reporting to the control panel shall have individual identification, and its location within the structure shall also be specifically identified. These devices shall include but not be limited to smoke detectors, heat detectors, motion sensors, water flow switches and low air alarms and any other device deemed applicable by the Superintendent of Alarms. Any and all devices affected by alterations, renovations, additions and deletions to the **alarm** system shall be so noted on the existing drawing, or new, updated drawings shall be provided within 48 hours at the owner's expense. Within 30 days of installation or alteration of a fire **alarm** system, the Superintendent of Alarms or his designee shall be contacted for approval of such change. **[Added 7-3-2006 by Ord. No. 15-06]**